



**Virginia Department of Fire Programs
State Fire Marshal's Office**



Application for annual permit to STORE explosives.

INSTRUCTIONS

All information must be printed in ink or typewritten.

Line 1. Provide name of company applying for a permit.

Line 2. List telephone number where applicant may be reached.

Line 3 & 3b. Use the mailing address the applicant can expect the quickest service at. If available, provide email address and/or fax number.

Line 4. What is the physical address (location) of the permit applicant if it's different from the mailing address given?

Line 5. List city, state and zip code for the complete mailing address.

Line 6. Write in the Federal Identification Number as provided by the IRS for the company applying for the permit. The FIN is the unique identifier the SFMO uses to establish its database for permits. All permits, past, present and future, are listed under the applicant's FIN.

Line 7. A "designated individual" is defined as "a person in possession of a *Background Clearance Card* (BCC) issued by the SFMO, or is certified by the SFMO as a *Blaster*, ... (either of) whom are responsible for (i) ensuring compliance with state law and regulations relating to blasting agents and explosives, (ii) applying for explosives or firework permits, (iii) is at least 21 years of age, and (iv) shall demonstrate the capability to effectively communicate safety messages verbally and in writing in the English language."

The "designated individual" is to print their name and card number in the spaces provided. In accordance with SFPC Section 3301.2.3.1, the SFMO shall deny the application for permit if the application does not contain a designated individual's name and signature as representing the applicant with space provided on Line 14 for the individual's signature. Attach a photo-copy of the designated individual's card to the application. (A Blaster listed on Line 9 may also be a designated individual and may result in repetitive listing.)

► **IMPORTANT:** In accordance with SFPC Section 3301.2.3.1, if the applicant's designated individual changes or becomes no longer qualified to represent the applicant as responsible management or designated individual, the applicant shall notify the SFMO on the change of status. The notice is to be made prior to the use of any explosives but in no case shall the notification occur more than seven days after the change of status and shall provide the name of another designated individual. The SFMO may revoke or require the re-issuance of a permit based on a change of permit conditions or status or inability to provide another designated individual.

(Note: A BCC does not represent the card holder as a Certified Blaster but it does represent successful completion of the criminal history records check as required by § 27-97.2 of the Code of Virginia.)

Line 8. Pursuant to § 27-97.2 of the Code of Virginia any person - as an individual or as a representative of a company - who applies for a permit to manufacture, store, use, handle or sell explosives shall not have been convicted of any felonious act, or has had their rights restored by the Governor or other appropriate authority. Please indicate whether you, as the applicant, have ever been convicted of a felonious act even if your civil rights have been restored.

Line 9. In those localities where the State Fire Marshal's Office has enforcement authority, a separate application to store explosives is required for each magazine at each specific site the applicant plans or intends to use for the storage of explosives. For multiple storage sites and/or multiple magazines, multiple applications and permits are required. Photocopies of this application can be made and used.

If it is determined that the storage permit being applied for is actually going to occur within a locality that has the services of its own local fire official, this application will be returned along with the permit fee(s). For a listing of localities enforcing the SFPC, contact this office at 804-371-0220 or go to www.vafire.com and look for the list of "Local Fire Officials" on the "State Fire Marshal's Office Programs" page.

Line 10. Provide a physical address of the location where the storage of explosives will be taking place. This is in addition to the location requirements asked for on line 12a. The physical address may be a street address or distance from nearest intersection such as, *On Route 123, ¼ mile west of Route 456.*

Line 11. Detonators are not permitted to be stored in the same magazine with explosives or blasting agents. A separate magazine is required. A separate application is required for each magazine being used for the storage of explosives.

READ AND COMPLY WITH APPLICATION INSTRUCTIONS!

Make as many copies of this application as you may need for the number of permits being applied for to store explosives and/or detonators.

Lines 12 through 18: Self-explanatory. Submit the application to the address listed at the bottom of the application. Please allow 14 days for processing.

Note on Lines 12a and 13a: Global Positioning Satellite (GPS) coordinates are **required** for each magazine used for the storage of explosives. This requirement is based on Sections 107.3 and 107.4 of the SFPC. GPS coordinates are a more reliable method of finding a magazine particularly if a street address is not available or impractical. If you are not able to determine the GPS coordinates for yourself, the vendor from whom you obtain explosives may be able to assist you in determining the coordinates. You may already be in possession of the GPS coordinates through whatever ATF&E license you may hold. The SFMO does not provide such service. **IMPORTANT: An application for permit to store explosives will not be processed if the GPS coordinates are not provided.** All magazines are subject to unannounced inspection by SFMO representatives.

Note on Lines 12c and 13c: If the magazine storing explosives does not have a manufacturer's serial number, the applicant is to establish a designation number of their own choosing. Like a manufacturer's serial number, the applicant's designation number should be etched, stamped, printed or otherwise affixed to the magazine in some manner or method in order to match the permit to the magazine for which it was applied for and issued. This is required even if the applicant has only a single magazine.

Note on Lines 12e and 12f: In the event the applicant ever wishes to increase the amount of explosives being stored in an existing, permitted magazine, this information can be used to approve the increased storage without the permit holder having to apply for a new permit. This potential approval for increased storage is subject to review for compliance in all other respects as submitted on the original application. For example, upon a review of an already submitted and approved permit application, if the distances to the nearest magazine, inhabited buildings and the barricade conditions would allow for an increase in the amount (weight) of explosives stored, the increase may be approved based simply upon receipt of a written request to increase the storage limit. An amended permit may be issued by the SFMO noting the increased storage level but the existing expiration date would not be changed.

Note on Line 13f: Take the maximum number of detonators you'll be storing, divide by 1,000 and multiply the result by 1.5. This will provide the weight of explosive material within those detonators which will be used to determine the distance requirements. Examples: 2,500 detonators divided by 1,000 equals 2.5 multiplied by 1.5 equals 3.75 pounds of explosive material.

Note on Lines 12i and 13i: For the situation where the applicant has multiple magazines on-site, the applicant is to provide the designation number and distance to the magazine located nearest to the magazine for which this application is being completed. If the applicant has only a single magazine on site, write "N/A" within the block. Example: If only detonators are being stored, write "N/A" predominantly somewhere within block 12i.

Note on Lines 12k and 13k: Provide the name of the agency, or individuals representing such agencies, for which the applicant has made the required notifications giving the type, quantity, location of explosive material storage, and date notification was given. The notifications are to be made not less than 48 hours in advance, not including Saturdays, Sundays, and holidays. Such notification is not required to be made annually but modifications to the permitted storage, such as an increase or decrease in the amount stored, should also be conveyed. While the SFPC does not have specific language directing notifications be made when the storage of explosive materials is discontinued, it stands to reason that notification of discontinuance of storage should be made.

An incomplete application is subject to return without processing.



VIRGINIA STATE FIRE MARSHAL'S OFFICE

APPLICATION FOR ANNUAL PERMIT TO STORE EXPLOSIVES

1. Name/Company:	2. Company Phone #:
3. Mailing address:	
3b. Email address:	FAX #:
4. Physical address if different from Line 3:	
5. City/State/Zip:	6. F.I.D. (Federal Identification Number):

7. "Designated individual": (Print name, Last, First, MI)	<small>See instructions for more information on "Designated individual".</small>
	Card number:
	<small>(Photo copy of card is to be attached to this application.)</small>

8. Have you ever been convicted of a felony? Yes No
 If yes, have your voting rights been restored? Yes No If yes, when restored? (required) Mo ___ Day ___ Year ___

9. The storage of explosive under the permit being applied for will occur within the jurisdictional boundaries of:

City County Town (Print locality name) _____

10. Physical address or location of magazine(s): _____

Magazine Information

11. Separate magazines with separate permits are required for the storage of explosives and detonators. This single application may be used for both the magazine used for explosives and/or the magazines used for detonators, even if the magazines are at the same location.

12. Magazine for Explosives (Powder)	13. Magazine for Detonators
12a. GPS coordinates of this magazine (REQUIRED – See application instructions):	13a. GPS coordinates of this magazine (REQUIRED – See application instructions):
12b. IME Type magazine (Type 1, 2, 4 or 5)	13b. IME Type magazine (Type 1, 2, 4 or 5)
12c. Serial number or applicant's designation number of magazine (REQUIRED – See application instructions):	13c. Serial number or applicant's designation number of magazine (REQUIRED – See application instructions):
12d. Magazine barricaded? <input type="checkbox"/> Yes <input type="checkbox"/> No	13d. Magazine barricaded? <input type="checkbox"/> Yes <input type="checkbox"/> No
12e. Maximum storage capacity of magazine (in terms of pounds):	13e. (Reserved – intentionally left blank)
12f. Maximum amount of explosives to be stored in magazine (in terms of pounds):	13f. Maximum number and weight of detonators to be stored in magazine (1,000 detonators = 1.5 lbs.) Number: _____ Weight: _____

READ AND COMPLY WITH APPLICATION INSTRUCTIONS!

12g. Type or trade name of explosive material(s) to be stored: [] High [] Low [] Both (Mixed)	13g. Type of detonators to be stored: [] Electric [] Non-electric [] Other (If "Other", provide some specifics)
12h. DOT Classification of explosives	13h. DOT Classification of detonators
12i. NEAREST MAGAZINE information: Provide distance and serial/designation number of nearest magazine: Serial or Designation # of nearest magazine _____ Distance to the nearest magazine _____ This distance was (check one) [] Measured [] Calculated using the GPS coordinates written on line 12a and the nearest magazine listed above.	13i. NEAREST MAGAZINE information: Provide distance and serial/designation number of nearest magazine: Serial or Designation # of nearest magazine _____ Distance to the nearest _____ This distance was (check one) [] Measured [] Calculated using the GPS coordinates written on line 12a and the nearest magazine listed above.
12j. NEAREST INHABITED BUILDING information: The distance to nearest inhabited building is: _____ This distance was (check one) [] Measured [] Calculated using the GPS coordinate written on line 12a and the GPS coordinate of the nearest inhabited building.	13j. NEAREST INHABITED BUILDING information: The distance to nearest inhabited building is: _____ This distance was (check one) [] Measured [] Calculated using the GPS coordinate written on line 12a and the GPS coordinate of the nearest inhabited building.
12k. Notification of local officials. SFPC Section 3301.6 requires the local law enforcement agency, fire department, and local emergency planning committee to be notified of the establishment or existence of an explosives storage facility. The notification is to include the type, quantity and location of the storage. (See application instructions.) As the applicant, please indicate these notifications have been made by providing the indicated names and date(s) of notification: Name of law enforcement agency: _____ Date: _____ Name of local fire department: _____ Date: _____ Name of local emergency planning committee or local emergency management coordinator: _____ Date: _____	13k. Notification of local officials. SFPC Section 3301.6 requires the local law enforcement agency, fire department, and local emergency planning committee to be notified of the establishment or existence of an explosives storage facility. The notification is to include the type, quantity and location of the storage. (See application instructions.) As the applicant, please indicate these notifications have been made by providing the following information: Name of law enforcement agency: _____ Date: _____ Name of local fire department: _____ Date: _____ Name of local emergency planning committee or local emergency management coordinator: _____ Date: _____
12l. (Reserved – intentionally left blank)	13l. (Reserved – intentionally left blank)
12m. (Reserved – intentionally left blank)	13m. (Reserved – intentionally left blank)

14. By my signature below, I certify the information provided is correct. Furthermore, I acknowledge and agree to comply with all explosives storage requirements contained in the Virginia Statewide Fire Prevention Code.

If this application is approved and a permit is issued, I also agree to conspicuously post either the original permit or a photocopy of the permit inside the magazine for which it was issued.

15. Signature of person whose name is printed on line 7:	16. Date:
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17. Should a permit be issued based upon this application, it shall not be valid in localities enforcing the Statewide Fire Prevention Code (SFPC). In localities that enforce the SFPC, permits are to be obtained from that local fire official's office. For a list of localities enforcing the SFPC or contact information for a specific locality, contact this office at 804-371-0220 for a list of the local fire officials. This list can also be obtained on the internet at www.vafire.com and look for the list of "Local Fire Officials" on the "State Fire Marshal's Office Programs" page.

18. The completed application accompanied by the required fee of **\$125.00 per magazine** in the form of a check or money order made payable to the **TREASURER OF VIRGINIA** is to be submitted to:

Virginia Department of Fire Programs
State Fire Marshal's Office, Explosives Section
1005 Technology Park Drive
Glen Allen, Virginia 23059-4500

IMPORTANT:
Application must include, (1) a valid Certificate of Liability Insurance (or have one on file with the SFMO) and, (2) without exception, a photocopy of the valid Blasters Certification Card or Background Clearance Card issued to the individual whose name is printed on Line 7 and signing Line 15.